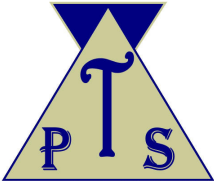


100% Billable!



Thompson Paralegal Services, LLC

A NOTE FROM JULES

I thought that I would take this opportunity to help you to get to know me a little better. I was born and raised in a rural area in the Nebraska Sandhills and am a rancher's daughter. My parents instilled in me a strong work ethic, but also taught me that you have to take time to relax and play, too. As the summer heats up, I guess I'm very thankful that my days of working in the hay-field are over. Of course, and I will date myself here, at that time there were no tractors with a/c or even cabs. Only hay and heat! I love to go fishing and enjoy being outdoors whenever time permits. I am an avid reader and enjoy doing crossword puzzles. I am most passionate about my work, parents, my beagle, Lilly, and friends. In that order. It's important to get to know the person behind the business, and I want to thank you for allowing me to do that this month!

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- A Note from Jules
- TPS v. Tradition: A Case for Success
- Delicious Fish!
- The TPS Advantage
- Dollars to Dollars Comparison
- Areas of Specialty

TPS

Real Brief

VOLUME 2, ISSUE 7

JULY 2008

Thompson Paralegal Services, LLC

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Outsource & Save with 100% Billable Support

TPS v. Tradition: A Case for Success

OPENING STATEMENTS:

Thompson Paralegal Services, LLC provides comprehensive professional paralegal and administrative services to the legal community. TPS is the go-to virtual assistant you can count on.

TPS is available to fulfill your paralegal and administrative needs, whether it is an alternative to retaining a full-time employee, to provide extra support during peak times, or to temporarily cover assignments for a worker on leave.



TESTIMONY:

TPS only works when needed. That means you don't pay for anything but billable time – **NO** overhead, **NO** overtime, **NO** retirement, **NO** insurance, **NO** vacation, holiday or sick pay, **NO** taxes. It is both an efficient and profitable way to outsource labor and increase revenues without interrupting the continuity of the work product. When you retain the services of **TPS**, you *only* pay when billable work is generated.

EXPERT WITNESS:

We had never worked with a freelance paralegal firm during our twenty-eight year history. We needed immediate assistance because of a vacancy in our support staff. We contacted Thompson Paralegal Services. We found the experience to be so beneficial that we retained their services and work with TPS on a regular basis. We continue to get skillful document preparation in a timely and cost-effective manner. TPS is professional and always available to assist our firm. ~ Rick Boucher, Boucher Law Firm, Lincoln, NE

CLOSING ARGUMENTS:

TPS provides a meaningful solution to the problem of finding professional, experienced paralegal and administrative support. Could you save your firm thousands of dollars a year? Check the back page for a dollars to dollars comparison. Then, call TPS so you can get started increasing your firm's bottom line today!

Call 888-4-GR8-LGL for Professional Virtual Support

Delicious Fish!

Grilled Catfish & Coffee Butter

1 Tbsp. lemon juice
1 Tbsp. instant coffee
1/4 Cup melted butter
1/4 Tsp. onion powder
1/2 Tsp. salt
2 lbs. catfish fillets.
Combine lemon juice, coffee, butter, onion powder, and salt. Brush mixture thickly onto fillets. Broil 3 to 4 inches heat on the grill for 10 minutes. Turn and brush fish again. Broil 10 minutes more or until fish flakes easily. Brush once more and serve. Garnish with fresh parsley or dill.

Dijon Crusted Halibut on Cedar

8 oz halibut fillet
1 Cup Dijon mustard
1/8 Cup buttermilk
2 Tbsp. butter
2 Cups bread crumbs
Sauce Ingredients:
1 Tsp. almond extract
1 Tsp. coconut extract
1/2 white sweet onion, diced
1/4 Tsp. crushed bay leaves
1/4 Tsp. lemon pepper
1/2 Cup mango chutney
2 Tsp. half and half
Brush cedar cooking plank with olive oil and pre-heat on hot grill. Mix Dijon mustard and buttermilk, set



aside. Heat butter in pan. Roll fish in mustard mixture, then coat with breadcrumbs. Seer fish in pan approx. 2 minutes per side. Place on heated plank and grill for 20 minutes or until done. Sauce: Saute onion, almond and coconut extracts for 3-4 minutes. Sprinkle in bay leaves and lemon pepper. Mix in mango chutney and half-and-half. Simmer for 2-3 minutes. Remove from heat and pour lightly over fish. Serve with risotto and asparagus spears.

100% Billable!



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**Outsource & Save with
100% Billable Support**

*Maximize productivity and increase
your bottom line with virtual support.*

Contact TPS today!

SPECIALIZING IN:

- Domestic Relations, including Family Law and Divorce
- Civil Litigation, including Personal Injury
- Estate Planning, including POAs, Wills & Estates, and Probate



Bankruptcy



Work Smarter

The TPS Advantage

On average, small business owners spend as much as 4 hours a day on administrative tasks. That's 50% of an average work week! If this sounds familiar, consider how much you could grow your business if you hired skilled support to perform those duties and redirected your time to generating income.

The most cost effective solution can come in the form of a Virtual Assistant. Not only will a VA free you up to focus on revenue generating activity, but unlike an employee who is guaranteed a certain number of hours, a VA only works when needed and charges accordingly.

The average cost to a small Midwestern law firm to employ a full time paralegal with a minimum of 5 years experience is \$38,000 per year. Add in bonuses, benefits, equipment, etc. and it jumps to between \$52,000 and \$60,000!

TPS has a rate of \$25 per hour. A small firm that needs an average of 20 hours a week of paralegal and administrative support, will only spend \$26,000 a year when outsourcing to TPS. **That's a savings of \$12,000 to \$34,000!**

**Contact TPS today for comprehensive virtual
paralegal and administrative support:**

888 - 4 GR8 LGL (888.447.8545)

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Dollars to Dollars Comparison:

TPS

Rate of Pay

\$25/hour

Avg. Hours Worked

20/week

Total Annual Expense

\$26,000

Salaried Support (Avg.)

Rate of Pay

\$38,000/year

Taxes

\$4000/year

Bonuses

\$1500/year

Vacation/Holiday/Sick

\$3500/year

Insurance/Pension, etc.

\$9000/year

Total Annual Expense

\$56,000